

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
<b>BATCH HEADER RECORD</b>					Total length is 150. A BATCH HEADER RECORD is required at the start of each batch.
Transaction Code	Mandatory	4	A/N	Unique code that identifies a Batch Header in the Extraction file.	Valid value: 'EXTR'.
Transaction Version	Mandatory	2	N	This field is used to uniquely identify multiple occurrences of the same batch number.	Rule: For every unique batch number for a county, transaction version is '00' the first time the batch number is sent. Transaction version will be incremented by 1 for each subsequent time the same batch number is sent. Example: The first time batch number 227 is sent, transaction version is 00. The second time batch number 227 is sent, transaction version is 01, the third time batch number 227 is sent, transaction version is 02, etc.
County Code	Mandatory	2	A/N	Unique county code that identifies the county sending the batch.	Valid value: Please see Appendix 1 - TRAC Reference Codes.
Account Code	Mandatory	10	A/N	Used for billing.	Rule: Counties should send the information in the V6ZCC1001P format , substituting their County Code for letters CC . For example, Kern should send V6Z151001P.
Creation Date	Mandatory	8	Date	Indicates the date the file was created at the county system.	Valid Format: YYYYMMDD.
Creation Time	Mandatory	6	Time	Indicates the time the file was created at the county system.	Valid Format: HHMMSS.
Batch Number	Mandatory	4	N	Sequential number that together with the Transaction Version will uniquely identify the batch.	Rule: The county's batch number will be incremented by 1 for each new batch sent. The first batch number sent should be '0001'.
Filler		114		Not used.	Blank.
<b>BATCH TRAILER RECORD</b>					Total length is 150. A BATCH TRAILER RECORD is required at the end of each batch.
Transaction Code	Mandatory	4	A/N	Unique code that identifies a Batch Trailer in the Extraction file.	Valid value: 'TRAL'.

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
Transaction Version	Mandatory	2	N	This field is used to uniquely identify multiple occurrences of the same batch number.	Rule: For every unique batch number for a county, transaction version is '00' the first time the batch number is sent. Transaction version will be incremented by 1 for each subsequent time the same batch number is sent. Example: The first time batch number 227 is sent, transaction version is 00. The second time batch number 227 is sent, transaction version is 01, the third time batch number 227 is sent, transaction version is 02, etc.
County Code	Mandatory	2	A/N	Unique county code that identifies the county sending the batch.	Valid value: Please see Appendix 1 - TRAC Reference Codes.
Account Code	Mandatory	10	A/N	Used for billing.	Rule: Counties should send the information in the V6ZCC1001P format , substituting their County Code for letters CC . For example, Kern should send V6Z151001P.
Creation Date	Mandatory	8	Date	Indicates the date the file was created at the county system.	Valid Format: YYYYMMDD.
Creation Time	Mandatory	6	Time	Indicates the time the file was created at the county system.	Valid Format: HHMMSS.
Batch Number	Mandatory	4	N	Sequential number assigned by agency that together with the Transaction Version will uniquely identify the batch.	Rule: A county's batch number will be incremented by 1 for each new batch sent. The first batch number sent should be '0001'.
Total Number of Records	Mandatory	10	N	Field indicates the total number of records that are contained in the extraction file.	Sample Value: '0000123456'.
Filler		104		Not used.	Blank.
<b>RECORD HEADER</b>				Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Total length is 98.

	<b>Mandatory/ Optional</b>	<b>Data Length</b>	<b>Data Type</b>	<b>Definition</b>	<b>Rule</b>
Transaction Code	Mandatory	4	A/N	Unique code that identifies an LDXX transaction.	Rule: The valid values for the Transaction Code will be included under the Rule column in the Record Header field for each transaction. Format is LDXX.
CIN ID	Mandatory/ Optional	9	A/N	The Client Index Number (CIN) is the primary key of the WDTIP system. The number is supplied from the data created in the Statewide Client Index (SCI) system.	Rule: CIN is required for C-I and C-II counties.
Case Serial Number	Mandatory	7	A/N	A unique number assigned to one or more people who are applying for (or receiving) benefits together in California. This number is assigned by the County Welfare Agency in California determining eligibility for the program benefits.	Sample Value: '1234567'.
Case FBU MEDS Code	Mandatory/ Optional	1	A/N	An identifier that defines the family budget unit (FBU) (or household) that an individual belongs to within a case. Individuals with the same FBU are included together for the benefit calculation for a program.	Rule: This field is mandatory if the county does not provide the CIN.
Person Number	Mandatory/ Optional	2	A/N	A number assigned to a participant within a case that is used as a shorthand way to identify a person within a case (rather than using the CIN or other identifying number).	Rule: This field is mandatory if the county does not provide the CIN.
Aid Code	Mandatory/ Optional	2	A/N	The code defining the current Aid Type for a Program Participant.	Rule: For LD02 and LD09 transactions, this field is either mandatory or optional, as stipulated by each county. For other transactions, this field is optional.
Last name	Mandatory/ Optional	20	A/N	Recipient's last name.	Rule: This field will be required if the county does not provide the CIN.

	<b>Mandatory/ Optional</b>	<b>Data Length</b>	<b>Data Type</b>	<b>Definition</b>	<b>Rule</b>
First Name	Mandatory/ Optional	15	A/N	Recipient's first name.	Rule: This field will be required if the county does not provide the CIN.
Middle Name	Mandatory/ Optional	10	A/N	Recipient's middle name.	Rule: This field will be required if the county does not provide the CIN and the recipient has a middle name or initial.
SSN	Mandatory/ Optional	9	A/N	Recipient's Social Security Number.	Rule: This field will be required if the county does not provide the CIN.
Birth Date	Mandatory	8	Date	Recipient's date of birth.	Valid Format: YYYYMMDD.
Gender	Mandatory/ Optional	1	A/N	Recipient's gender.	Rule: This field will be required if the county does not provide the CIN. Valid Values: 'M' (Male), 'F' (Female), 'U' (Unknown).
Caseworker ID	Optional	10	A/N	User Id of the Caseworker who maintains the case at the county system. This field will only be used to append to the rejected rows in the county's Exception File.	Sample Value: '000000B117'.
<b>DATE OF BIRTH CHANGE</b>					Total length is 150.
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each DATE OF BIRTH CHANGE transaction must contain 'LD01' as its Transaction Code in Record Header. See RECORD HEADER section for other rules. This transaction uses the DOB from the Record Header to update an individual's DOB. No record detail is required.
Filler		52		Not used.	Blank.
<b>TRAC PROGRAM PARTICIPATION</b>					Total length is 150.

	<b>Mandatory/ Optional</b>	<b>Data Length</b>	<b>Data Type</b>	<b>Definition</b>	<b>Rule</b>
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each TRAC Program Participation transaction must contain 'LD02' as its Transaction Code in Record Header. See RECORD HEADER section for other rules.
Program Type Code	Mandatory	2	A/N	The code defining the current Program Type for a Program Participant.	Valid value: Please see Appendix 1 - TRAC Reference Codes.
Aid Code	Mandatory	2	A/N	The code defining the current Aid Type for a Program Participant.	Valid value: Please see Appendix 1 - TRAC Reference Codes.
Federal/State Only Flag	Mandatory/ Optional	1	A/N	An indicator that identifies if an Aid Code impacts the Federal (TANF) or State (CalWORKS) time clocks.	Rule: The Aid Codes that will be reject without an F or S value are 3E, 3U and 3H (3H only after 10/1/99). If the Program Type Code for the associated aid is incorrect, an exception 152 error message is generated. Valid Values: N= Not Applicable, F = Federal Clock, S = State Clock.
Program Effective Date	Mandatory	8	Date	This field represents the Program Start or End Date. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Format: YYYYMMDD.
Program Effective Month	Mandatory/ Optional	6	Date	This field represents the Program Start or End Month. The field is required to coordinate the cycle logic used in Fresno County with other counties statewide.	Rule: This field is a Mandatory field for Fresno County only. Valid Format: YYYYMM.
Participant Type Code	Mandatory	1	A/N	This field indicates if the recipient is an adult or a child.	Valid Values: 'A' (Adult), 'C' (Child).
Minor Parent Flag	Optional	1	A/N	A Yes/No indicator of whether the individual is a minor parent.	Valid Values: 'Y' or 'N'. Default is 'N'.

	<b>Mandatory/ Optional</b>	<b>Data Length</b>	<b>Data Type</b>	<b>Definition</b>	<b>Rule</b>
Case Serial Number	Mandatory	7	A/N	A unique number assigned to one or more people who are applying for (or receiving) benefits together in California. This number is assigned by the County Welfare Agency in California determining eligibility for the program benefits.	Sample Value: 1234567.
Case FBU MEDS Code	Mandatory/ Optional	1	A/N	A number assigned to a participant within a case that is used as a shorthand way to identify a person within a case (rather than using the CIN or other identifying number).	Rule: This field is mandatory if the county does not provide the CIN.
Person Number	Mandatory/ Optional	2	A/N	A number assigned to a participant within a case that is used as a shorthand way to identify a person within a case (rather than using the CIN or other identifying number).	Rule: This field is mandatory if the county does not provide the CIN.
Program Discontinuance Reason Code	Mandatory/ Optional	3	A/N	The code defining the discontinuance reason for a Program Participant.	Rule: This field is optional when the Program Status Code equals 'AID', and is mandatory when the Program Status Code equals 'DISC'. Please see Appendix 1 - TRAC Reference Codes.
Program Status Code	Mandatory	4	A/N	This field indicates the proper placement of the Program Effective Date/Month. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'.
Filler		14		Not used.	Blank.
<b>TRAC Exemption/Exception</b>					Total length is 150.

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each TRAC Exemption/Exception transaction must contain 'LD09' as its Transaction Code in Record Header. See RECORD HEADER section for other rules.
Program Exception Code	Mandatory	2	A/N	The code defining the Program Exception Type that defines the Program Exception.	Valid value: Please see Appendix 1 - TRAC Reference Codes.
Program Exception Reason Code	Mandatory	3	A/N	The code defining the Program Exception Type Reason that defines the Program Exception.	Valid value: Please see Appendix 1 - TRAC Reference Codes.
Program Exception Effective Date	Mandatory	8	Date	This field will represent the Exception Start or End Date. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Format: YYYYMMDD.
Program Exception Effective Month	Optional	6	Date	This field will represent the Exception Start or End Date. The field is required to coordinate the cycle logic used in Fresno County with other counties statewide.	Rule: This field is a mandatory field for Fresno County only. Valid Format: YYYYMM.
Program Exception Status Code	Mandatory	4	A/N	This field indicates the proper placement of the Program Exception Effective Date/Month. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'.
Filler		29		Not used.	Blank.
<b>TRAC WTW</b>					Total length is 150.

	<b>Mandatory/ Optional</b>	<b>Data Length</b>	<b>Data Type</b>	<b>Definition</b>	<b>Rule</b>
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each TRAC WTW transaction must contain 'LD03' as its Transaction Code in Record Header. See RECORD HEADER section for other rules.
Work Plan Sign Date	Mandatory	8	Date	The date when the participant signed the Work Plan. (For Work Plans dated prior to 12/1/04, this entry reflects the date when the participant signed or refused to sign the Work Plan. In either case this date starts the California 18- or 24-month Welfare to Work clock.)	Valid Format: YYYYMMDD.
CalWORKS 18 Month Indicator	Mandatory	2	N	Indicates the number of months that the recipient has in the welfare to work program. The allowable values are 00,18 or 24 months.	Valid Values: '18', '24' for work plans dated prior to 12/1/2004; '00' for work plans dated 12/1/2004 or later.
CalWORKS Extension Number	Optional	1	N	A number of months that the 18 month time period was extended beyond the initial 18 month time period. Current legislation allows this number to vary from 0-6. Default = '0'.	Rule: Extensions may only be processed, if the CalWORKS month indicator is 18 months. Extensions beyond 24 months are not possible; therefore counties should not send an Extension Number if the CalWORKS month indicator is 24 months. Valid Values: Numbers 0 through 6 for work plans dated prior to 12/1/2004; Number 0 for work plans dated 12/1/2004 or later.
WTW Status Code	Mandatory	4	A/N	This field indicates the proper placement of the Welfare to Work data. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'.
Filler		37		Not used.	Blank.



	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
<b>TRAC NON-CALIFORNIA PARTICIPATION</b>					Total length is 150.
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each TRAC Non-California Participation transaction must contain 'LD10' as its Transaction Code in Record Header. See RECORD HEADER section for other rules.
Non California Participation Effective Date	Mandatory	8	Date	This field represents the Non California Participation Start or End Date. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Format: YYYYMMDD.
Non California State Code	Mandatory	2	A/N	A code identifying the state in which the Non California program participation occurred.	Valid value: Please see Appendix 1 - TRAC Reference Codes.
Non California Status Code	Mandatory	4	A/N	This field indicates the proper placement of the Non California Program Effective Date. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'.
Filler		38		Not used.	Blank.
<b>TRAC DIVERSION PROGRAM PARTICIPATION</b>					Total length is 150.
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each TRAC Diversion Program Participation transaction must contain 'LD05' as its Transaction Code in Record Header. See RECORD HEADER section for other rules.
Diversion Payment Date	Mandatory	8	Date	Date of the diversion payment.	Valid Format: YYYYMMDD.
Diversion Aid Code	Mandatory	2	A/N	The code defining the current Aid type for a Program Participant.	Valid value: '3J'; '3K'.

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
Diversion Condition Code	Mandatory	1	A/N	A status code indicating how the diversion counts in the CalWORKS clock.	Valid value: "A" = Apply; "D" = Initial; "R"= Repay.
Diversion Program Type Code	Mandatory	2	AN	The code defining the current Program Type for a Program Participant.	Valid value: '13'=Diversion Assistance; '14' = Diversion Services Only (Non-Cash).
Diversion Reason Code	Optional	3	A/N	The reason code for the diversion payment. It is not displayed online.	Valid value: Please see Appendix 1 - TRAC Reference Codes.
Diversion Amount	Mandatory	7,2	N	The amount of a diversion payment.	7 positions total, with 2 decimal places. Sample Value: '0456700'.
Diversion Start Month	Mandatory	6	Date	The start month that the diversion payment overrides aid.	Valid Format: YYYYMM.
Diversion End Month	Mandatory	6	Date	The effective ending month that the diversion payment overrides aid.	Valid Format: YYYYMM.
Diversion Federal Assistance Flag	Mandatory	1	A/N	A Yes/No flag indicating whether or not the diversion payment meets the definition of TANF assistance. If you indicate 'Y', the month will be counted on the TANF 60-month time clock.	Valid Values: 'Y' (Yes), 'N' (No).
Diversion Status Code	Mandatory	4	A/N	This field indicates the proper placement of a Diversion period. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'.
Filler		12		Not used.	Blank.
<b>TRAC SUPPORTIVE SERVICES ONLY</b>					Total length is 150.
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each TRAC Supportive Services Only transaction must contain 'LD06' as its Transaction Code in Record Header. See RECORD HEADER section for other rules.
Supportive Services Reason Code	Mandatory	2	A/N	A code indicating the type of supportive services the individual is receiving.	Valid value: '01'=Child Care; '02'= Transportation; '03'=Ancillary; '04'=Other
Supportive Services Effective Month	Mandatory	6	Date	The effective month which the individual received supportive services.	Valid Format: YYYYMM.

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
Supportive Services Employment Status	Mandatory	1	A/N	A Yes/No flag indicating if the individual is currently employed.	Valid Values: 'Y'=Yes, 'N'=No.
Supportive Services Status Code	Mandatory	4	A/N	This field indicates the proper placement of a Supportive Services period. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'.
Filler		39		Not used.	Blank.
<b>TRAC CHILD SUPPORT REIMBURSEMENT</b>					Total length is 150.
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each TRAC Child Support Reimbursement transaction must contain 'LD08' as its Transaction Code in Record Header. See RECORD HEADER section for other rules.
Child Support Effective Month	Mandatory	6	Date	The effective month that the child support collection was made and which will not be included in calculating time clocks.	Valid Format: YYYYMM.
Child Support Status Code	Mandatory	4	A/N	This field indicates the proper placement of a Child Support Reimbursement period. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'.
Filler		42		Not used.	Blank.
<b>TRAC UNDER 10 GRANT</b>					Total length is 150.

	<b>Mandatory/ Optional</b>	<b>Data Length</b>	<b>Data Type</b>	<b>Definition</b>	<b>Rule</b>
Record Header		98		Data common to all LDXX transactions. This area appears at the front of all LDXX transaction record layouts.	Rule: Each TRAC Under \$10 Grant transaction must contain 'LD07' as its Transaction Code in Record Header. See RECORD HEADER section for other rules.
Under 10 Grant Effective Month	Mandatory	6	Date	The effective month when an Under \$10 Grant was paid.	Valid Format: YYYYMM.
Under 10 Grant Status Code	Mandatory	4	A/N	This field indicates the proper placement of a Under \$10 Grant payment. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'.
Filler		42		Not used.	Blank.